



PROFESSIONAL DEVELOPMENT PLAN

Include Individual Career Development Goals: Career development reflects an individual’s vision, goals, motivation, and approaches to learning. It addresses the possibility of an overall career path as opposed to focusing only on the current job. **HSPPS 1302.92(b)** A program must establish and implement a systematic approach to staff training and professional Development designed to assist staff in acquiring or increasing the knowledge and skills needed to provide high-quality, comprehensive services within the scope of their job responsibilities, and attached to academic credit as appropriate.

Employee Name: _____ Date: _____

Organization Goals

1. Le Jardin Community Center, Inc. will foster a culture of life-long learning for infants, toddlers, preschool children, families, and staff through 1) implementing the curriculum to fidelity, 2) enhancing the curriculum with an inquiry-based science focus, 3) promoting meaningful interactions and early intervention strategies and 4) ensuring parents are involved in learning opportunities focused on their child to foster school and tech-ready children.
2. Le Jardin Community Center, Inc. will empower at-risk families through intentional opportunities such as home-school connections, individualized case management, and a program-wide emphasis on family involvement to move families to self-sufficiency and break the cycle of poverty.
3. Le Jardin Community Center, Inc. will improve its Head Start/Early Head Start program by projecting a positive atmosphere that is welcoming to children, families, by empowering staff to become highly qualified and innovative leaders sensitive to the community, with a focus on improving family and child outcomes.
4. Le Jardin Community Center, Inc. will maximize program efficiency by increasing technologically innovative practices that ensure positive teaching and learning environments, improve communication with families, and incorporate operational efficiencies to enhance productivity.
5. Le Jardin Community Center, Inc. will expand its community presence and establish personal connections with community partners to become a force for positive change and a leader for innovation in early childhood development.

Individual Professional Development Goals:

- 1.
- 2.
- 3.

Professional Development Log			
Activities to Accomplish Goals	Expected Completion Date	Progress Update	Date Updated



Professional Development Log			
Activities to Accomplish Goals	Expected Completion Date	Progress Update	Date Updated

Plan Monitoring			
Date Created:	6-Month Review Date:	6-Month Review Date:	6-Month Review Date:
Employee Signature:	Employee Signature:	Employee Signature:	Employee Signature:
Supervisor Signature:	Supervisor Signature:	Supervisor Signature:	Supervisor Signature: